

<b>Global Tasks</b>	<b>NAME</b>	<b>Learning Objectives</b>
Administrative documentation completion (Global)	global01	Be able to prepare concise and accurate reports and communications. Be familiar with all appropriate forms and reports and documents needed during and after an event. Be able to describe the administrative forms and process for completing the forms necessary to document the actions and activities as well as costs during a WMD incident. Be able to complete all administrative paperwork. Prepare, maintain incident logs and integrate into incident reports. Process through the appropriate Emergency Management Agency.
Conduct Personnel rehabilitation and maintain personnel wellness (Global)	global02	Understand the need for and processes for evaluating and refreshing the physical status and emotional needs of responders. Understand the physical and emotional health systems and the procedures appropriate to initiate preventive and corrective measures to offset dysfunction. Understand methods , including rotation, rest, fluids, and nourishment, to be used to restore personnel to pre-incident well-being.
Conduct/collect and share post-incident evaluation and documentation for “Lessons Learned” (Global)	global03	Recognize the need and value of conducting a post-incident evaluation. Recognize, gather, and document pertinent historical facts after an action in order to correct deficiencies and expand successes. Critically assess the actions of the organization and its personnel. Disseminate through after-action reports and statements. Engage in information sharing. Determine implications of assessment, particularly in multidisciplinary meetings and critiques.
Cost recovery (Global)	global04	Recognize the need to track, document, and quantify incurred expenses. Understand value of property and costs of restoration of services. Be able to compare extraordinary costs and expenses of WMD incident to those of routine activities. Be able to document

		and file appropriate recovery forms and materials with the appropriate agencies.
Use effective operational security techniques before, during and after a WMD incident.	global06	Develop a list of facilities needed and required during a WMD incident. Recognize the use of each facility. Assess the vulnerability of each facility, in various types of WMD attacks. Be able to apply physical security procedures to facilities, based on WMD event and vulnerability and prioritization of facilities based on criticality. Coordinate and implement on-site security, crowd control, and scene control. Be able to prepare a plan incorporating all of the key steps and issues. Use effective operations security techniques.
Implement a media management plan integrated with other agencies consistent with that of the government administration (Global)	global07	Be able to develop plans for a Joint Information Center. Recognize the difference between "routine" single agency responses and media needs in a WMD incident. Be able to communicate effectively, accurately, and concisely during an incident. Be able to coordinate a joint information system. Develop a strategy for the dissemination of information in a cohesive, unified manner. Integrate the media management plans of other agencies.
Personnel Utilization Considerations (Global)	global08	Based on the type of WMD incident, prepare estimates of the numbers and capacities of personnel to be used in traditional and non-traditional roles. Describe the acquisition and deployment of human resources to efficiently and effectively respond to an event.
Understand role of agency in the EOC (Global)	global09	Understand the role of the EOC during an incident. Recognize the role, duties, and function of the agency representative to the EOC during an event. Understand the agency mission and the relationship to other agencies in order to ensure their effective integration into the EOC.
Make appropriate communication to other agencies (Global)	global10	Understand the information needs of other agencies and the most effective means of communicating with each. Recognize the process for effectively exchanging

		information. Understand communication methods, distribution, and documentation requirements.
Perform a risk assessment to determine and implement appropriate self-protection strategies (Global)	global11	Based on the role in an emergency, understand the dangers and available methods to use self-protection. Demonstrate self-protection measures, such as time, distance, and shielding, that need to be taken at an incident.
Vehicle, equipment and facilities restoration (Global)	global12	Understand the need for and processes of reclaiming serviceability of equipment, facilities, and materials. Understand damage assessment and criteria to make vehicles, facilities, and equipment usable again, particularly if decontamination is needed.
Develop a plan to establish alternate facilities and redundant capability during a WMD incident (Global)	global13	Recognize the need for the development of contingencies for alternative operations sites and back-up systems. Understand the process for securing an alternative or redundant facility during a WMD incident. List the types of facilities that may require alternative capabilities, including ancillary treatment facilities. Recognize the resources available to a jurisdiction and how the resources can best be accessed.
Develop plans for response to WMD (Global)	global14	Assess community vulnerability and community resources. Develop a preparedness and emergency response plan for WMD. Recognize the role and responsibilities of the agency in responding to a WMD event. Determine a process to be used in developing a WMD plan, being certain that the process is flexible enough to address any type of event. Engage in the strategic planning process to formulate the plan.
Integrate volunteers, community groups, and individual expertise, as appropriate, into the WMD response plan (Global)	global15	Recognize the available community resources. Develop a component of the preparedness/response plan to integrate the use of volunteers and community groups during a WMD incident. Coordinate the plans of volunteer agencies such as American Red Cross, Salvation Army, and others, to be certain roles and responsibilities are delineated

		and mutually supportive.
Participate in an awareness training program (Global)	global16	Recognize the need for all personnel to be aware of the hazards of WMD agents and events and responder self-protection. Base the criticality and depth of awareness training on community vulnerabilities and the role and vulnerability of the individual and their agency. Be able to describe common WMD agents and self-protection strategies.
Revise plans based on lessons learned (Global)	global17	Use knowledge acquire fro previous experiences to improve the planning process. Develop a procedure to review post-incident reports and integrate recommendations into preparedness and response plans. Recognize gaps in services and activities.
Understand the need for and the equipment and processes used to perform decontamination. (Global)	global18	Be able to describe the basic and specialized decontamination equipment and process that can be utilized for gross, technical, and personal decontamination at a WMD incident.
Understand glossary of WMD terminology (Global)	global19	Be familiar with agent-specific and incident-specific terminology that is germane to a WMD event. Understand terms and acronyms so that communications among responders, commanders, and staff are clear and concise.
Understand public (local, state, federal) and private sector assets available to assist in a WMD incident (Global)	global21	Be able to develop a list of state and federal agencies and the assets they can provide during and after an incident. Recognize the response times of federal and state agencies and assets in providing support.
Understand agency's Incident Management System and Unified Management System, and the agency's inclusion into a Unified Incident Management (Global)	global20	Recognize the purpose and benefits of an Incident Command System. Recognize the structure used to control an incident site. Be able to identify the components of ICS and how they are organized, to include transfer of command protocol.
Conduct long term medical monitoring and surveillance.	New	Develop a system to ensure the short and long term medical monitoring of personnel exposed to WMD hazards so that any sequela can be addressed in a timely

		fashion.
Develop an incident action plan	New	Development an incident action plan for a simulated incident and coordinate the components of the plan with other response groups and agencies. Know basic elements of planning, addressing problems logically. Know key structures of organizations involved. Write effectively. Integrate diverse concepts into solutions. Formulate a theory of action.